



## Community Action Agency Advisory Board (CAAAB)

### Meeting Minutes

January 27, 2022

ITEM	ACTION	FOLLOW-UP
------	--------	-----------

<b>Location:</b> Family Services Center 21500 Gibraltar Drive	<b>Time:</b> 1:00 pm to 2:30 pm
<b>Facilitators:</b> Colleen K. Turner, Secretary/Staff	<b>Recorder:</b> Colleen K. Turner, Secretary/Staff

Attendees:	Agency:	Attendees:	Agency:
Brian Armen	P Faith-Based Leader	Cara Reynolds	P Charlotte County School Board
Joseph Tiseo	P Board of County Commissioners	Robin Roleson	P CareerSource of Southwest FL
Lynn Dorler	P Boys and Girls Club	Debby Carey	A City of Punta Gorda
Dianne Munson	P Community Advocate	Paula Wilman	P Punta Gorda Housing Authority
Paul Polk	A County Property Appraiser	Martha Bireda	A Representing the Low Income
Noami Guy	P Gulf Coast Partnership	Angela Hogan	P Gulf Coast Partnership
Colleen K. Turner	S Charlotte County Human Services	William Thompson	S Charlotte County Human Services
Theresa Lewis	S Charlotte County Human Services	Tara Blackson	S Charlotte County Human Services
Althea Connor	S Charlotte County Human Services	Carrie Walsh	S Charlotte County Human Services
Glinda Pruitt	G County Attorney's Office		

*Key = P(Present), E(Excused), A(Absent), G(Guest), S (Staff)*

1. Public Input	None	
2. Minutes	<i>The October 2021 minutes were approved, as presented, by motion of Commissioner Joe Tiseo, second by Paula Wilman and unanimous vote.</i>	Colleen will post on County website and submit to DEO.
3. Ad Hoc Committee Updates	Discussion around the purpose and timing of the ad hoc committees. With the vacancy in Aging and Adult Services, a request was made to pause on the Aging, Disabled Adults and Veterans Services ad hoc until the position is filled and the new manager can adjust and determine next steps. Staff reported on a variety of committees that are in place that make the Family and Children's Services ad hoc redundant: Charlotte Community Alliance (DCF, child welfare, DJJ, and many youth/family-serving partners); Family Services Center Operations (integration around homeless prevention and at-risk youth); Youth Homeless Demonstration Project (YHDP) and Youth Action Board (YAB) (homeless and at-risk youth); etc. <i>Paula Wilman made a motion, second by Dianne Munson, to dissolve the FCS ad hoc. Motion carried unanimously.</i>	
4. 2022 Meeting Schedule	A tentative schedule for 2022 CAAAB meetings was presented. Discussion ensued about the frequency of meetings. <i>Brian Armen made a motion, second by Paula Wilman, to resume bi-monthly meetings.</i> Conflicts with at least 2 dates were identified and discussion continued. <i>Brian</i>	Colleen will send out updated calendar invite, notify FCS ad

	<i>and Paula withdrew the motion/second. Commissioner Tiseo made a motion, second by Dianne Munson, to maintain quarterly meetings on the proposed schedule. Motion carried unanimously.</i>	hoc members, and post 2022 schedule.
5. Family Services Center Update	<ul style="list-style-type: none"> <li>• Early co-location and integration of phase II partners – Lutheran Services Florida (LSF), United Way, and Valerie’s House are scheduled to move in on 02.08.2022. All are either providing services at the center already or are slated to during January.</li> <li>• The Operations Committee has established integration priorities and a timeline. Document shared and discussed.</li> <li>• An update on phase II design was shared.</li> </ul>	
6. Youth Homeless Demonstration Project (YHDP)	Angela Hogan gave an overview of the YHDP program and HUD funding received by the GCP to create a plan and develop programs to reduce/end homelessness/risk of homelessness for youth aged 16-24. A Youth Action Board (YAB) of youth with lived experience is working to finalize the plan and offer leadership in the implementation of strategies. Hand-out provided.	
7. Budget Overview and Program/Funding Updates	The Human Services leadership team gave an overview of funding and programs offered and remaining balances in each. Lots of homeless prevention and utility assistance funding available. Exploring strategies to ensure ESG-CV spending to avoid having to send money back, including targeted outreach to affordable housing providers re: tenants with delinquent rent and facing eviction. The flexibility of HFSP funding was discussed and possibility of paying for driving school for youth. It was determined that the school system provides this. Brian Armen asked about resources for those affected by the west county tornados. Discussion ensued. The Community Foundation is accepting donations and offering relief to affected households.	
8. Strategic Planning	Staff shared that strategic planning is underway. A first session with management team resulted in a framework for priorities. A SWOT analysis with request for input also on mission, vision, values is in progress. A survey monkey link will be sent to CAAAB members for participation. Managers will participate in ROMA training in February (Results Oriented Management and Accountability). Also discussed was strategic planning for the Family Services Center and opportunity for the CAAAB to offer leadership in that effort. Will discuss further at next meeting.	Colleen will send the link.
9. Member Comments	<ul style="list-style-type: none"> <li>• Lynn shared that United Way’s VITA team will be here on Tuesdays 8:30 – 2:00 and Wednesdays 2:00 – 6:30 doing taxes with income qualified households.</li> <li>• Human Services is moving their evening appointments to Wednesdays to align.</li> <li>• Cara confirmed that Ault is offering driving classes for CCPS.</li> <li>• CareerSource Southwest FL is hosting a job fair on 02.01.2022 from 3pm – 5pm at the Charlotte Harbor Event and Conference Center. Flyer provided.</li> </ul>	
10. Adjournment	There being no further business, the meeting was adjourned. Upcoming meetings: Full CAAAB meeting – 04.28.2022 at 1 pm at the FSC.	Proper notice will be made.